

STUDENT EXTERNSHIP EVALUATION FORM

**STUDENT EVALUATION OF FIELD AND FACULTY SUPERVISORS**

We would like your assistance in evaluating your externship. There are two parts to this evaluation: the evaluation of your field supervisor and the evaluation of your externship faculty supervisor. Please take the time to complete both sections.

We are aware that some questions are inapplicable to your externship experience. However, we ask that you respond to those questions that are relevant. The continued provision of clinical externship courses depends, to a large degree, upon student interest and evaluation. Because clinical externship courses are small, it is imperative that each student enrolled fill out an evaluation.

Please return both parts of the evaluation to Lisa Cannon, Director of Experiential Education. Thank you for your assistance.

**Part I: Evaluation Of Field Supervisor**

The Director is interested in your evaluation of your supervising attorney. Because student interest and opinion are significant factors affecting our continued use of field supervisors and placements, please fill out the attached form.

Take your time and think through your answers. If you think a question is irrelevant or you do not have enough information to answer, please indicate that in the space provided.

**Part II: Evaluation Of Faculty Supervisor**

As with all courses, the Law School is interested in your evaluation of your faculty instructor. It is essential that you use the enclosed questionnaire for your evaluation of your externship faculty supervisor.

Please use the back of the sheet to respond in more detail if you feel that the form is inadequate for expressing your views on any item. If you think a question is irrelevant or you do not have enough information to answer, please indicate that in the space provided.

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**PART I: STUDENT EVALUATION OF EXTERNSHIP & FIELD SUPERVISOR**

Student: \_\_\_\_\_ Semester & Year: \_\_\_\_\_

Externship: \_\_\_\_\_ Supervising Attorney or Judge: \_\_\_\_\_

*Please be candid in your responses. This evaluation will not be shared with the field supervisor without your permission.*

1) Rate your externship experience: (check (✓) box most appropriate)

	Never	Rarely	Occasion-ally	Often	Always
Opportunity for legal research/writing/analysis					
Opportunity to draft legal documents					
Opportunity for oral advocacy, observation or participation					
Opportunity for client interviewing, counseling					
Opportunity for observing or participating in negotiations					
Opportunity for observation of courts, judges, attorneys					
Exposure to professional responsibility issues					
	<b>N/A</b>	<b>Poor</b>	<b>Fair</b>	<b>Good</b>	<b>Excellent</b>
Specific, well-defined assignments					
Range of different types of assignments					
Availability of your supervisor for assistance					
Usefulness of guidance to complete assignments					
Student work environment/ office space					
Explanation of reasons/goals of assignment in relation to case					
Provided timely and constructive feedback on projects done					
Appraisal of outcome of cases in which you participated					

2) What types of activities did your externship involve the most? Are there types of activities you expected to do but did not get the chance? How would you describe the general work of your placement to a student unfamiliar with the placement?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3) Who was your primary supervisor if different than above? If your supervisor in a judicial chambers was a clerk or clerks, please provide their names:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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- 4) If you rated your supervisor as inaccessible for guidance and assistance (poor or fair), what are your thoughts on why (ex: too busy, unorganized, not interested)?

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- 5) What was the supervisor's attitude toward you? Receptive, understanding, interested in your education, intolerant?

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- 6) What are your impressions of the quality of the training you received? Excellent, good, fair, poor? Explain.

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- 7) What are your overall impressions as to the value of the training you received? Excellent, good, fair, poor? Explain.

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- 8) How was your overall workload? Did the placement take more or less time than you expected? Did you learn what you thought you would?

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- 9) Would you recommend that other students be trained by this supervisor? State your reasons specifically, either positive or negative.

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- 10) Other comments or suggestions:

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I do \_\_\_\_\_ do not \_\_\_\_\_ give permission to have this evaluation disclosed to the field supervisor.

Please return this form to: **Lisa Cannon, Director of Experiential Education Fax: 219-465-7914**

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**PART II: EVALUATION OF FACULTY SUPERVISOR**

Professor/Faculty Supervisor: \_\_\_\_\_ Externship: \_\_\_\_\_

Semester/Year: \_\_\_\_\_

In making your assessment, bear in mind that many matters legitimately compete for your faculty supervisor's attention. Even allowing for that, we want to make sure that your legitimate needs were met. On each of the following items, rate your faculty supervisor according to how well or how much he/she:

	N/A	Poor	Fair	Good	Excellent
Demonstrated respect for you					
Invited questions and discussion					
Made himself/herself available for questions					
Made himself/herself available for discussion					
Provided timely and constructive feedback					
Exhibited tolerance of differing views					
Motivated you to do your best work					
Evaluate the overall quality of the faculty supervisor					

**Please use the reverse side of this form to expand on your comments.**

1. What qualities helped to make this teacher effective?

\_\_\_\_\_

\_\_\_\_\_

2. What qualities does this teacher need to attain or improve to be more effective?

\_\_\_\_\_

\_\_\_\_\_

3. Please write any additional comments you think would be helpful in evaluating this instructor's performance.

\_\_\_\_\_

\_\_\_\_\_

4. Would you recommend this externship to other students? Why? Why not?

\_\_\_\_\_

\_\_\_\_\_

5. What changes, if any, would you recommend?

\_\_\_\_\_

\_\_\_\_\_

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